

Minutes of the QA/QC Workgroup Meeting

May 21, 2012

Attendees: Murage Ngatia, Bill Burkhard, Don Guy, Bill Templin, Dave Bosworth

1. Mission Statement
 - a. The mission statement is approved. It is “to increase awareness of the Department’s QA/QC policies from managers to field crews.”
2. Update on QC Classes
 - a. The latest class ‘QA/QC for Water Quality Monitoring’ was held on May 16 and 17. This class details what QC activities managers and field crew should do, including sampling plans, QAPPs, calibrations, etc. Seventeen DWR staff attended, mostly from DES.
 - b. One item that came up in the May class was the lack of well developed QC guidance documents for continuous water quality monitoring instruments. QC is well developed for environmental labs and these procedures can be readily transferred to hand-held field instruments but not to continuous monitoring instruments. US EPA provides little QC guidance on continuous monitoring instruments. A recent public-private partnership (<http://www.watersensors.org/>) was established to advance QC in hand-held field instruments and also continuous monitoring instruments.
 - c. The following are some continuous monitoring issues. Why do we have continuous monitoring? MWQI has it because the funding agencies request it. There are various other reasons. What are the consequences of missing data? Why do we have all these data and who uses them? Could the group provide a recommendation?
 - d. What do scientists do with outliers in continuous monitoring time series data where regular statistics aren’t usable? Hydstra can compute that information automatically to find outliers.
 - e. The next QA class is Applied Environmental Statistics to be held July 9-13.
3. QAPP
 - a. The State Water Board’s template has complex requirements. Perry LeBeouf was going to present an update on Northern District’s getting some waivers for their QAPP. Perry’s project requires a QAPP approved by the State Board because their sampling is required to comply with D-1641.
4. Open Discussion
 - a. Project Services Offices Templates
 - i. They are DWR forms but are not mandatory for projects. The first two (Project Initiation and Project Charter) can complement QA/QC planning documents. The forms walk one through questions that should be asked before starting a project. The Workgroup agreed to recommend these two templates as part of QC planning documents
 - b. Rotating Meeting Chair
 - i. Murage would like to rotate the chair of the meetings to get different points of view and include new topics. Anyone could present on anything they wanted

including taking a project and dissecting and analyzing it so long as the presentation advances the mission of the Workgroup.

- ii. There has to be a meeting agenda.
- iii. The Water Quality Monitoring Council will be having an impact on QA/QC in DWR.
- iv. The Workgroup meetings are typically held the second to last Monday of the month. The date can change to accommodate Cindy Garcia or Stephani Spaar's schedules. This meeting is the same time as the Branch Chief's meeting.
- v. Dave Bosworth will be the first rotating chair. The rest will follow in alphabetical order.